



D R A F T
UCC BOARD MINUTES
August 11, 2022, 5 p.m. Zoom

Board Members Present: Michaela Loisel (Pres.), Kathy Ann Shaw (Immediate Past Pres.), Terry Cairn, Harry Grimmnitz, Nancy Fritz (Treas.), Catherine Palmer (Clerk), Rev. Christina Sillari and Hal Booth

Absent: Catherine Emery and Susan Burnett

Chalice Lighting

Words to Inspire: Michaela read an inspirational passage

Members read the Board Covenant and then checked in with one another.

REPORTS:

The Board voted unanimously to accept the **Clerk's Report of July 14** (See attached).

Treasurer's Report and Ministerial Housing Allowance:

Nancy Fritz reported that the DRAFT Financial Report for Fiscal Year Ending June 30, 2022 is being reviewed by the Finance Committee and indicates a \$17,562 carry over balance (income over expenses). Rev. Christina Sillari presented a Clergy Housing Allowance form to the Board for approval. The total salary/housing for Christina for one year is \$40,000. She is seeking to claim all of the \$40,000 as housing allowance since her housing costs in Portland exceed this amount. The Board voted to approve her housing allowance form.

Harry announced that the UUCC has applied for a \$7,600 IRS tax refund as part of the federal CARES Act for Employee Retention Credit during the pandemic. This amount has not yet been allocated in the upcoming fiscal year budget.

In addition, the Board voted unanimously that, **“Nancy Fritz be authorized to set up a new bank account at Kennebec Savings Bank to hold the \$1,000 security deposit for Drew House Tenants. The two approved signatories are Treasurer, Nancy Fritz, and Board President Michaela Loisel.”**

Finance Committee’s Report: (Harry Grimmnitz, chair)

The Board voted unanimously to accept the Finance Committee’s recommended changes to the Rental Agreement for the Drew House to CANMP, which includes new language about smoking restrictions, an increase in monthly rent to \$1,200 and periodic inspections by UUCC representatives. A matter of pet fees was tabled. Hal Booth agreed to serve as liaison between UUCC and Capital Area New Mainers Project (CANMP). The revised Rental Agreement must be delivered to CANMP by August 31.

The Board voted unanimously to accept the Finance Committee’s recommended changes to the MUUSAN Fiscal Sponsorship Agreement, which included reducing and clarifying tasks for the church administrator and new requirements for grant applications and 1099 forms processing.

In addition, the Board reviewed the Finance Committee’s Revised Draft Budget for FY 2022-23. As a result of a reduction in salary and benefits for our half-time minister, adding a \$5,000 entry for guest worship leaders, the previous need for withdrawals from money market funds and the UUCC endowment funds was eliminated. The revised income is \$217,230 and revised expenses, \$213,424.

COVID-19 Task Force’s Report: Harry Grimmnitz and Terry Cairn reported that the church needs a community-wide forum to discern the risk tolerance for Covid-19 and ways to move forward. The Board voted unanimously to accept the Advisory Committee’s recommendation that pulpit presenters and Worship Arts Associates be allowed to remove masks during services, provided other presenters accept that choice. Michaela offered to draft a paragraph for the upcoming E-blast so

that members and guests are notified in advance of mask removals. The matter of keeping the church warm, while honoring the health and safety of members, will be on another agenda.

President's Report: Michaela Loisel welcomed Christina Sillari in her report and reviewed Board Retreat planning for September 18. She asked the Board to help set up Fellowship snacks and coffee for Christina's first service on September 11.

OLD BUSINESS:

Kathy Ann Shaw reported on the Restorative Justice recommendations to continue the healing and strengthen our resilience as a community. She worked with June Zellers, Christina Sillari and Michaela Loisel to plan a "sharing café" for Oct. 2.

NEW BUSINESS (postponed):

Safety & Security Issues (Active Shooter; Sanctuary Vulnerability; Disruptive person)

ADJOURNMENT: 7 p.m. EXECUTIVE SESSION

Next Board Meeting Sept. 8, 5 p.m., on Zoom